



MICHAEL P. JUDGE  
PUBLIC DEFENDER

**LAW OFFICES**  
**LOS ANGELES COUNTY PUBLIC DEFENDER**  
19-513 CLARA SHORTRIDGE FOLTZ CRIMINAL JUSTICE CENTER  
210 WEST TEMPLE ST, 19<sup>TH</sup> FLOOR  
LOS ANGELES, CALIFORNIA 90012  
(213) 974-2811  
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EXECUTIVE OFFICE

December 28, 2006

AGENDA: January 30, 2007

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**AMENDMENT TO EXISTING CONTRACT 75497 WITH PDQ a.k.a. SELECTREMEDY  
FOR AS-NEEDED SECRETARIAL/CLERICAL TEMPORARY SERVICES  
FOR CHILD SUPPORT SERVICES DEPARTMENT, THE DISTRICT ATTORNEY,  
AND THE PUBLIC DEFENDER**

**ALL DISTRICTS  
(3-Votes)**

**JOINT RECOMMENDATION WITH CHILD SUPPORT SERVICES DEPARTMENT,  
DISTRICT ATTORNEY AND THE PUBLIC DEFENDER THAT YOUR BOARD:**

1. Approve the Director of the Child Support Services Department, the Office of the District Attorney, and the Office of the Public Defender to amend the existing agreement with PDQ Personnel Services as a result of merger with SelectRemedy.
2. Instruct the Chairperson to sign the attached agreement.

**PURPOSE /JUSTIFICATION OF RECOMMENDED ACTION**

The current temporary services agreement with PDQ Personnel Services approved by the Board on December 20, 2005, expires on January 28, 2009. PDQ Personnel Services merged with SelectRemedy. The post-merger name of the company will be SelectRemedy. SelectRemedy agrees to continue to provide the services required in

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the terms and conditions of the existing PDQ agreement with the Child Support Services Department, the Office of the District Attorney, and the Office of the Public Defender. The three departments have reviewed the background and financial documentation provided by SelectRemedy, have compared the current proposal, and have agreed that SelectRemedy will meet the existing requirements as stated under existing contract number 75497.

### **FISCAL IMPACT/FINANCING**

None. SelectRemedy has provided recent balance sheets, financial statements, articles of incorporation, and a business plan related to the service for which the County has contracted. SelectRemedy has also formally committed to its willingness to meet the full range of terms and conditions stipulated in County's solicitation document and agreement. There continues to be no fiscal impact as stated in the adopted Board Letter of December 20, 2005. Contract costs will continue as a fixed amount for each department totalling \$1,887,000 and will not exceed the budgeted amount.

The Department of Child Support Services, the Office of the District Attorney, and the Office of the Public Defender will continue to receive separate bills on a monthly basis for services provided to each department.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The amended agreement is recommended with SelectRemedy formerly known as PDQ Personnel Services, to provide as-needed temporary services in accordance with the provisions under the terms and conditions of contract number 75497.

The County is authorized under California Government Code Section 31000.4 to obtain temporary help to assist the County during any peak workload, temporary absence, or emergency order. Use of temporary help under this Government Code Section is limited to a period not to exceed ninety (90) days for any single peak load, temporary absence, or emergency situation.

For the past several years, Child Support Services, the District Attorney and the Public Defender have used the services of temporary agencies to fill critical work assignments. The use of temporary agencies on an as-needed basis is necessary to fill emergent or unanticipated needs when existing County employees are unavailable or cannot be transferred from other locations.

SelectRemedy will provide skilled secretarial/clerical staff within twenty-four hours of a request on an as-needed basis, to any location in the Child Support Services Department, the District Attorney's Office or the Public Defender's Office for temporary, short-term assignments.

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The recommended amendment is for the remainder of the existing contract period beginning January 30, 2007; all terms of the agreements in effect at the time of extending the term shall remain in full force and effect for the duration of the extension.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There is no impact on any other County program or project.

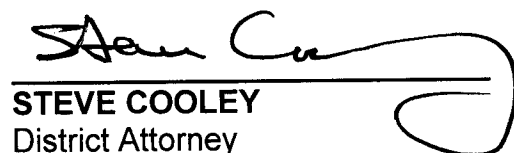
**CONCLUSION**

The requested temporary service contracts amendment is required to ensure continued uninterrupted service to the public. Upon your Board's approval of the amendment, it is requested the Executive Officer-Clerk of the Board return an approved copy of the Board letter and three copies of the amended Agreement, containing original signatures, to Child Support Services Department, 5770 South Eastern Avenue, Commerce, California 90040, Attention: Elisha Gardner, at (323) 889-3414; the District Attorney, 201 North Figueroa Street, Suite 1300, Los Angeles, California 90012, Attention: Corina Calixto, at (213) 202-7653; and to the Public Defender, 210 West Temple Street, 19th Floor, Los Angeles, California 90012, Attention: Elaine Palaiologos, at (213) 974-2807.

Respectfully submitted,

  
**PHILIP L. BROWNING**  
Child Support Services Department

  
**MICHAEL P. JUDGE**  
Public Defender

  
**STEVE COOLEY**  
District Attorney

Enclosures

c: Chief Administrative Officer  
Executive Officer, Board of Supervisors  
Auditor-Controller  
County Counsel

## **AMENDMENT NUMBER ONE TO SERVICES AGREEMENT NO. 75497**

Amendment Number One to Agreement No. 75497, approved December 20, 2005 (hereinafter referred to as "Agreement"), made and entered into at Los Angeles, California, by and between

**COUNTY OF LOS ANGELES  
CHILD SUPPORT SERVICES, OFFICE OF THE DISTRICT ATTORNEY  
AND THE OFFICE OF THE PUBLIC DEFENDER**  
(hereinafter referred to as "**COUNTY**")

AND

**SELECTREMEDY** (formerly PDQ Personnel Services)

FOR

**AS-NEEDED SECRETARIAL/CLERICAL AND ACCOUNTING SERVICES**  
(hereinafter referred to as "**CONTRACTOR**").

This Amendment Number One to Agreement No. 75497 is made and entered into and becomes effective this \_\_\_\_ day of \_\_\_\_\_ 2007.

**WHEREAS**, the parties entered into Agreement No. 75497 for as-needed secretarial/clerical and accounting services, and the parties desire to amend the current Agreement; and

**WHEREAS**, the COUNTY and CONTRACTOR have agreed that PDQ Personnel Services Inc. will merge with SelectRemedy; and

**WHEREAS**, Government Code Section 31000.4 states that the Board of Supervisors "may contract with temporary help firms for temporary help to assist county agencies, departments, or offices during any peak loads, temporary absence, or emergency other than labor dispute"; and

**WHEREAS**, this Amendment is therefore authorized under Section 44.7 of the Los Angeles Charter and Los Angeles Codes Section 2.121.250; and

**WHEREAS**, Section 8.4.2 of the current Agreement between COUNTY and CONTRACTOR states, "For any revision which affects the scope of work, period of performance, payments, or any term and condition included in this Contract, a negotiated modification to this Contract shall be executed in writing by the authorized officials of the County's Board of Supervisors and Contractor."

**NOW, THEREFORE**, Services Agreement No. 75497 is amended as follows:

1. All reference to PDQ Personnel Services in the current contract will now refer to SelectRemedy, to provide as-needed secretarial/clerical and accounting services in accordance with the provisions under the current terms and conditions.

Except as expressly provided in this Amendment, all other terms and conditions of the Agreement are to remain in full force and effect.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Agreement to be subscribed by the Chair of Said Board and attested by the Executive Officer-Clerk of the Board of Supervisors thereof, and the CONTRACTOR has caused this Agreement to be signed by its duly authorized officer(s), as of the date set forth below.

CONTRACTOR:

SelectRemedy

By

Laurie C Maxwell

Name

Laurie C Maxwell, Director of Operations

Title

COUNTY OF LOS ANGELES

By

Mayor/Chairman, Board of Supervisors

ATTEST:

SACHI A. HAMAI  
Executive Officer-Clerk  
of the Board of Supervisors

By

APPROVED AS TO FORM:  
OFFICE OF THE COUNTY COUNSEL  
Raymond G. Fortner, Jr., County Counsel

By

Raymond G. Fortner, Jr.  
Deputy County Counsel